

## APPROVED JANUARY 6, 2010

At 9:10 AM Chairman Charles Kimball called the meeting to order. Budget Committee members present were Charles Kimball, Andy Kohlhofer, Laurie Allore, Michael Nygren, Peg Pinkham, Pat Martel, and Selectmen Greta St. Germain. School Board Members from the School present were Superintendent Bill Lander, Financial Administrator Bonnie Sandstrom, School Board Chairman Jeff Rowell, Principal John Safina, Principal Dawn Lewis, Board Members Ida Keane and Deb Genthner. Members of the public Richard Zablocki, Pat Kelly, Carol Foley and Recording Secretary Jeanne Nygren.

The ground rules for today's meeting were set by Kimball that the Board Chairman Kimball or Co Chairman Kohlhofer to call for breaks as appropriate.

Superintendent Lander hopes this process can bring a budget to take to the Town and he

1. This budget supports the school districts goals for the upcoming year. He read through the 2010-2011 Budget Overviews that supports the goals of the Fremont School District and School Board.
2. The total operating budget proposed has an increase of \$358,192 (3.41%).
3. The follow are budget highlights:
  - Approximately 3% step raise for professional staff mandated by the CBA Evergreen clause.
  - A 3% raise for professional staff not included in the Fremont Education Association. These positions are the Special Education Coordinator, Speech Pathologists and Occupational Therapists. If we lose these individuals, we might need to contract for outside services, which would be a greater cost. (Contracted speech services for 07-08 were \$101,638: 08-09 \$98,232 for just Ellis School students). Additionally, there is a 3% salary increase for the Executive/Accounting Assistant.
  - There is an increase in the Computer Tech position. Presently he is .75 FTE. Next year we need him full time. The salary cost budget impact is an increase of \$25,935. However, his salary has been increased by only \$10,000. This does not include benefits. We also reduced contracted tech support by \$2,500.
  - The Administration is requesting 2 additional teachers: grade one because of enrollment and at the grade two level because of programmatic needs. If we can successfully address the grade 2 program needs in house it will be less expensive than the potential of sending students to Out Of District placements.
  - There is an increase of special education tuition costs by \$68,835. This is a result of students moving into the district, among other necessary cost/tuition increases.
  - There is \$10,000 budgeted for replacement of computer equipment. The major items include a new server, which replaces the server (s) that "crash" regularly, and replacement of lab computers. The administration reduced spending on computer equipment in other areas of the budget by approximately \$7,900.

4. High school regular education tuition has been reduced by \$61,331.00 due to reduction in students.
5. The Office of the Superintendent has been reduced by \$5,615.00
6. Ellis School Administrative Budget is reduced by \$5,050.00
7. We are projecting a savings of \$22,500 in fuel oil, resulting in a reduction in the Operation of the Plant. This of course is an unknown and cost could go up again.
8. We have a new contract for regular education transportation with a cost savings of \$43,315.
9. I caution you in looking at the grant area. We have no idea exactly how much money we might be awarded, with the exception of ARRA grants which are for two years. Stipulation in these grants prevents us, generally, from supplanting the existing budget and they need to be directed to supplementing our programs.
10. 42% of the budget is contractual, 48% is mandated, fixed costs are 5%, books and supplies represent 2%, discretionary cost, 2%: new position, 1%. (see graph after page 104).

The following is the proposed budget by function unaudited that was submitted by the School Board.

Function	Description	FY10 Budget	FY11 PROPOSED Budget	Difference	% Inc/Dec
1100	General Education	5,466,800.00	5,582,288.00	115,488.00	2.11%
1200	Special Education	1,504,195.00	1,594,636.00	90,441.00	6.01%
	Spec. Education				
1270	ESL	90,000.00	9,612.00	612.00	6.80%
1400	Other Programs	59,258.00	62,127.00	2,869.00	4.84%
2110	Truant Officer	1.00	1.00	0.00	0.00%
2120	Guidance	167,604.00	159,428.00	-8,179.00	-4.88%
2130	Nurse	97,535.00	111,893.00	14,358.00	14.72%
2140	Psychological	139,398.00	128,519.00	-10,879.00	-7.80%
	Speech/Audio				
2150	Services	219,432.00	222,389.00	2,957.00	1.35%
	Phy. Ther. Contracted				
2162	Services	12,500.00	12,500.00	0.00	0.00%
	Occupational				
2163	Services	166,336.00	172,896.00	6,560.00	3.94%
2169	Vision Contract Services	1.00	1.00	0.00	0.00%
2210	Improvement of Instruction	52,130.00	52,991.00	861.00	1.65%
2220	Library Media/Reo AV Equip	52,776.00	52,811.00	35.00	0.07%
	Computer				
2225	Technology	62,315.00	110,539.00	48,224.00	77.39%

2310	School Board	75,115.00	41,609.00	-3,506.00	-4.67%
2320	Office of the Superintendent	260,412.00	254,798.00	-5,614.00	-2.16%
2330	Spec. Ed. Administration	125,969.00	126,032.00	63.00	0.05%
	School				
2440	Administration	382,607.00	377,558.00	-5,049.00	-1.32%
2600	Operation of Plant	414,175.00	397,164.00	-17,011.00	-36.3636
2700	Transportation	515,076.00	579,760.00	64,684.00	12.56%
	Tuition				-
2900	Reimbursement	4,500.00	0.00	-4,500.00	100.00%
5100	Debt Serv/Prin & Interest	343,525.00	328,000.00	-15,525.00	-4.52%
	Prior Year Encumbrance	0.00	0.00	0.00	0.00%
	Grand totals Fund 1	10,130,661.00	10,407,551.00	276,890.00	2.73%
	Fund Food Service	149,256.00	160,825.00	11,569.00	7.75%
	Fed & State Grants	218,491.00	288,224.00	69,733.00	31.92%
	Grand Totals	10,498,408.00	10,856,600.00	358,192.00	3.41%

The Budget Committee then started to go through each function separately and asked questions to the School Board.

### **1100-REGULAR EDUCATION**

The regular education budget has an increase of \$115,489.00. This increase is primarily due to increase in teacher's salaries of the two new teacher positions, contracted health benefits (10% increase), supplies and books.

A question from the Budget Committee was asked on the reasoning for the addition of two new teachers. This rationale for the addition of these two new teachers was given by Principal Lewis which she explained is due to the special needs of students and trying to keep the education in house rather than out of district which would be more costly. Class sizing was discussed, and the amount of students that have special needs for each class. There are 97 special needs at Ellis and 33 at the high school level that are special need students.

Many other issues were discussed such as why there are two principals, why more money is not appropriated for mandated programs, where Title I money is spent, teacher's sick time being overused, Evergreen clause, Collective Bargaining Agreements, health insurance change in enrollment, hiring process in replacing teachers, unemployment, Sanborn tuition and possibility of renegotiating that contract, formation of a cooperative, student enrollment, and testing techniques (AIMS Web test and NWEA).

Kohlhofer made a statement regarding the lack of sufficient funding the State pays towards education in mandating programs and that the School continues to take on these programs without adequate funding expecting the tax payer to come up with the difference. Lander stated they wrote questioning these amounts to the State Senator and they didn't get anywhere. In regards to the retirement increase due to State lowering its funding, Sandstrom said every time they send in a payment to the Local Government Center there also is a letter of protest enclosed.

In reference to the cooperative questions, Ida Keane had copies of some of the data from their annual report that gives the history of the cooperative. This will be made available for those that want them and copies will be provided.

Kohlhofer said that when negotiating the contract one of the reasons that last one didn't pass was due to the health insurance issues. Lander said support staff took insurance off the table in their negotiations, and their contract has been ratified by the School Board. Pinkham said this group hasn't received any financial increase for three years. Lander didn't bring this whole package today. He said the cost impact is \$25,000 increase for two years.

Nygren has a problem in how the presentation of the figures on lines items out of concern for the new Budget Committee members. He would like the figures to reflect what was actually requested and not what is spent, and when money is moved from one line to another line, that there is an accounting of it to track this as their budget is so large it is difficult for someone new. Kohlhofer agreed and said some expenditures were done that were not in the School budget, such as sign out in front of school, rental of new SAU building, and raises were given that weren't in the budget. This appears that there has been surplus in their budget, and where did this money come from. Lander understands what they are asking for and will do a tracking.

Chairman Kimball called for a break at 10:40 AM. At 10:50 AM Kimball called the meeting back to order. At 11:00 AM Scott Brown came into the meeting.

### **2600 OPERATION OF PLANT**

Custodial Supervisor Scott Brown was introduced to the Budget Committee Members. This budget is submitted with a negative 4.1%. The staffing salary has an increase due to cost of living increase, step increase and benefits. Most of the other lines have a reduction and Brown feels he can operate his budget with these changes. Brown said they are down half a position from last year.

Allore asked concerning the size of building vs cleaning required and staffing. Other discussion was the possibility of a new boiler in 2 years, generator in the future, Capitol Improvement Plan, septic system, uniform cleaning, asbestos, and keyboard batteries.

Nygren said again they need to know where this money is moved to on all the lines that were adjusted. He feels that if you continually move money out of a line item then you really didn't need the money in this line to begin with, and if you do it again this year then this should be eliminated.

Brown was thanked by the Budget Committee and left the meeting at 11:30 AM.

**1200-SPECIAL EDUCATION**

This function has an increase of \$90,441 which is in teacher's salaries, benefits, aide contracted services and tuition.

Discussion included assessing of students needs, IEPs, court involvement, federal government requirements vs obligation of the school, placement in other schools, grant money, tuition for pre school, No Child Left Behind program, the process of identifying special needs students, challenging the law on programs that don't have enough financial funding, transportation budgeting, enrollment numbers, and special education numbers in pre school (13 students and 4 additional).

Chairman Kimball called for a lunch break at 12:10PM. The meeting was called back to order at 12:50 PM.

**1270-ENGLISH AS A SECOND LANGUAGE**

This line has an increase of \$612.00 which is in benefits. There is no salary listed. Sandstrom said this is a grant funded position. Kimball questioned the \$612.00 that is listed under FICA, and Sandstrom said this is an error and needs to come out of this line.

**1400-OTHER PROGRAMS**

The only change is benefits of \$2,869.00 due to the State lowering of funding.

St. Germain said last year the Athletics Program was recommended to be cut by the Budget Committee, and she asked was it cut or not. Kimball said the Budget Committee took out the money but when the budget got voted down at District Meeting, they came up with a new figure, and that is were it got put it. Pinkham said at District Meeting when there is discussion and a recommendation is made but it goes to a bottom line budget, and then the Administrators decided what could be cut. Lander will provide all the line item transfers to get to this bottom line budget figure for the Committee.

Further discussion was on home games and payment of officials, self funded Washington DC trip by the 8<sup>th</sup> grade class, chorus, and mountain club.

**2100-TRUANT OFFICER**

Kimball explained that the only reason there is \$1.00 in this line is if we were to get a new Police Chief that didn't do it then they would have to hire someone to fill this position. Our current Police Department does this position.

**2120-GUIDANCE**

There is an \$8,176 decrease to this budget line. Most of this decrease was in salary but there was an increase in health plan and a comparison of health plans was given by

Sandstrom. Programs and areas of discussion were Red Ribbon Week, SASS, bullying program, problem solving for students, conflicts, divorce, social and emotional issues, grief, working with teachers on social, adjustment to schools.

### **2130-NURSE**

This line has an increase of \$14,358.00. The nurses both full time and part time are qualified for benefits under the Collective Bargaining Agreement and that is why there is a jump in benefits.

### **2140-PSYCHOLOGICAL**

There is a decrease of \$10,879 to this line in the budget. \$2,968 is an increase in salary, \$7,847 decrease in benefits and \$6,000 decrease in psychological contract services. An explanation that the psych teacher feels she can do this position at 80% and not 100% and this is working. On further discussion by the Committee there needs to be further information provided with respect to the services provided in contracted services and this figure. Nygren also questioned the salary line if this is greater than a 3% increase. Sandstrom will look into both of these lines for clarification.

### **2150-SPEECH/AUDIO SERVICES**

This line has a bottom line increase of \$2,957. These services have a speech therapist and two speech pathologists. Contracted services were overspent due to the summer program and also contract services until they filled the position.

### **2162-PHYSICAL THERAPY CONTRACT SERVICES**

No increase in this line. There hasn't been a need to have a physical therapist on staff and have contracted these services if necessary.

### **2163-OCCUPATIONAL SERVICES**

There is an increase of \$6,560 to this line. This is due to increase in salary and benefits. There is also a decrease of \$1,500 in OT contracted testing. OT is needed to teach motor skills and daily living skills.

### **2210-IMPROVEMENT OF INSTRUCTION**

This line has an increase of \$861.00. It was printed that In Service Workshops are down \$8,000 but Out Of District Workshops are up \$8,000. This was discovered to be a transition error that will be corrected by Sandstrom. A discussion occurred on grant money spending, Title I and Title II, staff development, teacher evaluation process, performance, dress code, and teacher's tenure.

**2200-LIBRARY MEDIA/REPAIR AV EQUIPMENT**

This salary has just a step increase no COL increase. Kohlhofer said that if they laid off a librarian, that there is an encumbrance in the unemployment line. Sandstrom will check into this amount. Kohlhofer asked why unemployment went up so much. Martel asked if this is a line they had to move money from this line to another budget line. Sandstrom will check into this as it could have been. Sandstrom thinks that last year a percentage calculation may have been done differently by the past administrator in last years figures.

**2225-COMPUTER TECHNOLOGY**

There is a \$48,224 increase to the Computer Technology line. Lander said this person was put on salary and they got him for when they needed him. There may be times they may still need to go out and get technical assistance when necessary. This position is for 12 months of the year. These services are needed to keep the school up and functioning are dictating more hours and increased his hours. Safino said there were major issues with the server in the fall and he couldn't find out the actual problem. Pinkham is hoping to migrate to the Microsoft system which will be cheaper to maintain. Safino said there were 9 total servers and the new server will replace possibly 2 or 3 servers.

**2310-SCHOOL BOARD**

There is an overall decrease of \$3506.00 to this budget line. The Secretary was being paid per meeting and this has been changed to pay per hour. Kimball feels that legal expenses should be paid by the Unions that want them.

**2320-SUPERINTENDENT**

This line has a decrease of \$5614.00. Kimball asked how many are there in the SAU. Lander said there are 3 and the amount budgeted under superintendent salary included salary adjustment for other employees, and in addition there was a total of \$95,000 which included FICA, health, dues and special development. The salary is the same but items adjusted out of it. Professional improvement includes financial administrator taking courses, Superintendent professional development activities which is a 3 day technology conference and this can be also used for the tech people. Martel asked about the two people in the office and asked if this included 3% raise. This was included last year and there were 3 people and one position was cut. Instead of working 30 hours she is working 40 hours plus 3%. Sandstrom said the propane was budgeted in with the rent and she split this into two lines. Kimball asked about unemployment at the SAU.

**2330-SPECIAL EDUCATION ADMINISTRATION**

This line has an increase of \$63.00. Allore ask what staff traveling is done and how many workshops are attended. Lewis said this is for Out Of District Coordinator and Speech Pathologists to focus on special education disabilities. Nygren asked if this position is one that wasn't categorized last year. Sandstrom said this was approved but

she just didn't put the figure in 09-10, and this figure should have been \$56,452 to reflect the amount. This years figure has the 3% increase.

### **2400-SCHOOL ADMINISTRATION**

This line is down \$5050. A question was asked regarding last year overspending by \$44,000. Sandstrom said that was because we had a contracted principal. Nygren said they had overspent by \$38,000. Sandstrom said the figure in the budget book last year in the salary was not correct. Pinkham wanted to have a correct accounting. Lander said they will track this by the actual earnings and will get back to the Committee with the correct figures.

Co Chairman Kohlhofer had to leave the meeting at 3:15 PM and he thanked everyone that was in attendance today.

### **2700-TRANSPORTATION**

This line has an increase of \$64,684. Martel asked about the increase in transportation. Sandstrom said the bids just came in last week and they will take a look at this again. Allore asked if the Washington trip is separate from this budget. This trip is paid for by the parents and students by fundraisers. Pinkham said they should be able to get the corrected figures for the Budget Committee.

### **2900-TUITON REIMBURSEMENT**

This line has a zero balance as Sandstrom said this is where all the benefits were and they were not using this line.

### **FOOD SERVICE**

This has an increase of \$11,569. Sandstrom said they take in money from the State and before they went to contracted services they were losing about \$30,000 a year.

With no further business to discuss the School Board members were thanked by the Budget Committee for their participation today.

A motion to adjourn this meeting was made by Pinkham at 3:25 PM. This was seconded by Nygren. The vote was unanimous 7-0.

The next meeting of the Budget Committee will be on December 16, 2009 at 7:00 PM.

Respectfully submitted,

Jeanne Nygren  
Recording Secretary

